

South Hero Lavin Vision Steering Committee

Orientation/Kick-Off Meeting

March 12, 2026 5:30PM

Attendance: David Lane, Don Bedard, Joan Falcao, Peter Zamore, David Carter, Phil Scott

Guests: Greta Brunswick, NRPC

Meeting Minutes

The meeting was opened at 5:30pm.

1) Adjustments to the Agenda. Address Committee Organization First (item 2c)

2c) Committee Organization.

- a. Joan Falcao nominated David Lane as Chair. Peter Zamore Seconded.
 - i. Discussion: David Lane accepted the nomination.
 - ii. Motion carried. David Lane elected as Chair.
- b. David Carter nominated Don Bedard as Vice Chair. David Lane seconded.
 - i. Discussion: Don Bedard accepted the nomination.
 - ii. Motion carried. Don Bedard elected as Vice Chair.
- c. Don Bedard nominated Joan Falcao as Secretary. Peter Zamore seconded.
 - i. Discussion: Joan Falcao accepted the nomination.
 - ii. Motion carried. Joan Falcao elected as Secretary.

2a) Scope of Work review. Greta reviewed the scope of work for the project as funded by the Municipal Planning Grant. She referred the Committee to the handout titled "Specifications of Work to Be Performed". She explained that the first order of business was the organization of the Steering Committee, which is now complete. Next step to create a public engagement plan, then to complete existing conditions analysis of the property, then to implement the engagement plan over the summer and fall.

It was asked whether NRPC would be hiring to complete the existing conditions. Greta explained that they would complete this task in house using GIS professionals, likely Luke Slomba. NRPC will make use of existing data, such as the wetlands delineation that is being completed by the Wastewater Committee.

The Committee discussed whether any of the wastewater funding has restrictions on how the property can be used. There are no restrictions other than prioritizing

and maximizing wastewater, and to ensure that any profits from sale of land contribute to wastewater system construction.

The Committee wanted to make sure that the existing conditions analysis would document any ROWs and other legal access or use restrictions are included. Greta confirmed that they would be. It would also include zoning, land use, etc.

The Committee discussed initial goals for use and development. David Carter shared his ideas:

- Moderate priced housing
- Recreation areas
- Conservation areas
- Fire District expansion to enable water supply
- Opportunities to use CHIP for funding infrastructure

The Planning Commission has been talking about the potential for a Multi-Modal path that could be located on the Lavin Property providing access to the school in part due to challenges with adding a sidewalk on South Street.

The Recreation Commission completed a survey as park of the village park, which will have useful community input on recreation needs.

The Conservation Commission recently did a walk on the property with the County Forester, Charlie Hancock. Look for minutes and discussion around this. Was there any sort of deliverable from Charlie?

2b) Committee Purpose and Role. Greta reviewed the purpose and role of the Steering Committee which is to manage and guide the Lavin Vision project on behalf of the Selectboard and to serve as ambassadors for the project – providing information and engaging with the community to gather input. It was confirmed that the Committee would be subject to the Open Meeting Law.

2d) Regular Meeting Date. The Committee set a regular meeting date of the 2nd Tuesday at 1:00 at the Town Office. The next meeting will be Tuesday April 14th at 1pm.

2e) Who's missing? Additional Steering Committee members or Other Stakeholders.

The Committee currently is made up of 6 members, 2 Selectboard members (David Carter and David Lane), 2 Planning Commissioners (Don Bedard and Joan Falcao), the Wastewater Committee Chair (Peter Zamore), and a member of the Recreation Commission (Phil Scott).

David Carter noted that he invited Nate Hayward because of his experience with the developing in the village and around the property. This would make 7, which is a good number.

The Committee discussed that South Hero Land Trust and the Conservation Commission are key stakeholders that the Committee will keep up to speed. David Lane will do initial outreach to make sure they are aware the project is getting underway with this Steering Committee.

- 3a) Website language.** The Committee discussed content that should be included in the website, which will be hosted on the Town's website. Greta will coordinate with Skip Brown to get it created. It will include, Title, goals, scope, schedule, history, Steering Committee meeting agendas and minutes, project events and deliverables.

The Committee discussed how they can access project information. Greta agreed to create a google drive that she would populate with any attachments or other deliverables that are emailed to committee members or otherwise should be shared.

- 3b) Immediate Public Notice of Project.** Greta will work to get website populated ASAP. Once website is up, send David Lane messaging for a Front Porch Forum posting. Will also let town committees and key stakeholders know via email.

- 3c) Review Engagement Options and Schedule.** Greta reviewed the spectrum of Community Engagement with outlines how to choose the right type of engagement for the right need/purpose and for the right audience. It is an accepted model and useful tool.

Greta reviewed the schedule on the back of the scope of work. She explained that be mapped out the project for 1 year, aiming for a final Selectboard presentation and information booth at Town Meeting in 2027. She explained that this is a good goal, but the grant has a longer period of performance if needed.

The Committee discussion initial engagement options and plans, landing on kicking off engagement with one or more community walks on the Lavin property as soon as weather is good enough. Then doing a series (maybe 2) of hands-on visioning workshops where residents and/or stakeholders would work on potential siteplans, uses and buildouts of the property in small groups. Later phases of engagement might involve surveys and tabling, once there are initial options and plans to share.

The Committee brainstormed key stakeholders and organization to make sure to include:

- Residents
- CIDER
- Local Motion
- South Hero Land Trust
- CIEDC – Andy Julow
- Business owners
- Conservation Commission
- Farmers – orchards, dairy farmers, other
- School board/principal

4) Other business. None

Meeting adjourned.